



Department of Development
609 West Navajo Street
West Lafayette, Indiana 47906-1995
(765) 775-5160
FAX: (765) 775-5196

TO: West Lafayette Board of Public Works and Safety

CC: Diane Foster
Nicole Stocks

FROM: Chandler Poole *cpl*
Development Director

DATE: April 23, 2010

SUBJECT: NEW HIRE – Susan Laurie

I request Board of Works approval to hire a summer intern in the Department of Development, Susan Laurie. Ms. Laurie will start work on May 10, 2010 at a rate of \$10.00/hour.

She is a resident of West Lafayette and a junior at Indiana University, studying Communication and Culture with a minor in Public Affairs.

Ms. Laurie will assist the department with business outreach, social media, event organization/preparation, social service communication, and researching retail/commercial development companies.